

UNAPPROVED

**BOARD OF FUNERAL DIRECTORS AND EMBALMERS
MINUTES OF BOARD MEETING**

**Tuesday, October 16, 2007
Department of Health Professions
Perimeter Center
9960 Mayland Drive, Suite 200
Richmond, Virginia 23233**

CALL TO ORDER

A meeting of the Virginia Board of Funeral Directors and Embalmers was called to order at 1:00 p.m.

PRESIDING

Willard D. Tharp, President

MEMBERS PRESENT:

Billie Watson Hughes
Randolph T. Minter
Walter S. Ball
Blair H. Nelsen
Robert B. Burger, Jr.
Michael Leonard
Barry Murphy

ABSENT:

Rev. Yvonne Jones Bibbs

COUNSEL:

Jack E. Kotvas, Assistant Attorney General

STAFF PRESENT:

Elizabeth Young, Executive Director
Pam Horner, Administrative Staff Assistant
Jeanette Meade, Administrative Staff Assistant

QUORUM:

With eight members present, a quorum was established.

GUESTS PRESENT:

Barry D. Robinson, Virginia Mortuary Association

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ORDERING OF THE AGENDA:

Mr. Minter made a motion that the Board accept the agenda as amended. The motion was properly seconded by Mr. Murphy. The motion carried unanimously.

PUBLIC COMMENT:

None

NEW BUSINESS

Discussion with John Russell, Receiver

I, Michael Leonard, move that the Board of funeral directors and Embalmers convene in a Closed Meeting pursuant to Section 2.2-3711(A) (7) of the Code of Virginia for the purpose of consultation with the provision of legal advice by the Assistant Attorney General about possible litigation. The motion was properly seconded by Mr. Minter. The motion carried unanimously.

Additionally, I move that staff, Elizabeth Young, Jeanette Meade, Leith Ellis, Pam Horner, John Russell and the Board Counsel, Jack Kotvas attend the closed meeting because their presence in the closed meeting is deemed necessary, and their presence will aid the Board in its consideration of this matter.

Re-convene in Open Session:

All those who certify, to the best of your knowledge that the members of the Board of Funeral Directors and Embalmers heard, discussed or considered only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and only such, public business matters as were identified in the motion by which the closed meeting was convened, say "Aye". All those who do not so certify, say "NO".

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OLD BUSINESS

Designation of Subordinate(s)

Mr. Murphy made a motion that the Board refer routine disciplinary inspection cases to the subordinate. The motion was properly seconded by Mr. Burger. The motion carried unanimously.

Legislative/Regulatory Committee

The Adoption of proposed general regulations are deferred to the Board Meeting on November 13, 2007.

Continuing Education Committee

The Continuing Education Committee was deferred until November 13, 2007.

Executive Director's Report

Ms. Young distributed the Board Calendar.

ADJOURNMENT:

With no further business, the committee adjourned at 2:30 p.m.

Willard D. Tharp, FSL, Chair

Elizabeth Young, Executive Director

DATE

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